

DoD Space Planning Criteria for Health Facilities

Urology

| FUNCTION | ROOM CODES | AUTHORIZED | | PLANNING RANGE/COMMENTS |
|----------|------------|----------------|-----|-------------------------|
| | | m ² | nsf | |

3.14.1. PURPOSE AND SCOPE:

This section provides guidance for the space planning criteria for the urology activities in DoD medical facilities. These services are typically for inpatients and outpatients.

3.14.2. DEFINITIONS:

Cystoscopy: Visual examination of the interior of the bladder by means of a cystoscope.

Full-Time Equivalent (FTE): A work force equivalent to one individual working full time for a specific period, which may be made up of several part-time individuals or one full-time individual. This will include everyone working in the facility; military, civilian and contractor personnel.

Intravenous Pvelogram (IVP): An IVP (Intravenous Pyelogram) is an X-ray examination of the kidneys. After a plain film (without X-ray contrast) is obtained, the Radiologist injects radio-opaque contrast in a vein. A film is obtained immediately to determine the actual size of the kidneys. After waiting between five and ten minutes, another film is taken to show the collecting system as it begins to empty. Ideally the kidneys, ureters and bladder are all visualized on this film.

Office: Room Code OFA01 is a private office outfitted with standard office furniture. Room Code OFA02 is a private office outfitted with systems furniture. Room Code OFA03 is a cubicle outfitted with systems furniture.

Preceptor/Consult Room: - A location is required for residents in training to be able to discuss cases in private with supervising faculty physicians (preceptors). These discussions occur during the course of a patient visit, requiring proximity to exam room areas. In clinic configurations with staff physician offices clustered near exam rooms, precepting may be feasible from the faculty physician's own office and not from a dedicated central preceptor room. Note that any space provided for precepting must afford privacy from eavesdropping patients and passers-by ... hence an open area accessible by non-staff is NOT acceptable.

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Provider: A provider in a urology service is an urologist. The term 'staff providers' does not include residents.

Urodynamics: Urodynamics refers to a group of diagnostic procedures that are performed to evaluate voiding disorders. The goal of diagnosis and treatment of these disorders is to: (1) protect the kidneys and (2) keep the patient dry.

Urology: The branch of medicine concerned with the diagnosis and treatment of diseases (especially by surgical technique) of the urinary tract of both male and female and of the genital organs of the male.

Video urodynamics: Video urodynamics requires the availability of the most specialized urodynamic equipment. The digital monitoring systems take video image information from a fluoroscopy unit and provide digital video image, on screen with pressure data. This process allows the physician to visualize events in the lower urinary tract along with pressure, flow and EMG data.

3.14.3. POLICIES:

Clinic Composition: A separate urology clinic will not be programmed if the number of provider FTEs is 2 or less. When staffing does not support a separate clinic, the service may be combined with the general surgery clinic.

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Providers' Examination Rooms: Each urologist will be provided with two examination rooms.

3.14

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Providers' Offices: Each provider on the staff, who has patient appointments, will be provided a private office.

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Residents' Office Space: Private office space will not be programmed for graduate medical education residents. Residents who are in a graduate medical education program studying to become a specialist in the service being programmed, will be provided with shared office space of 60 nsf per resident in the program. An office for a rotating resident may be programmed in the clinic for residents who see patients.

Resident's Office/Examination Rooms: Additional office and examination room space may be programmed into a clinic to provide space for "rotating residents" to see patients. A resident during his or her rotation in the clinic will use this space when they see patients as walk-ins or on appointment. One office and two examination rooms may be programmed for each resident FTE projected to be in the clinic seeing patients. Note: these residents are not necessarily urology residents only; family practice, and internist residency programs may require a rotation in the orthopedic clinic.

3.14.4. PROGRAM DATA REQUIRED:

- How many FTE providers are projected?
- How many nurse managers are projected?
- How many FTE nursing staff are projected?
- How many NCOIC/LCPO/LPO/SMT are projected?
- How many officers or officer equivalents are projected?
- How many staff will require a private office?
- How many staff will require a cubicle?
- How many staff will require a locker?
- How many FTEs on peak shift are projected?
- Will there be vending machines in the staff lounge?
- Will there be a Residency Program?
 - Will there be a Residency Program Director?
 - Will there be a Residency Program Secretary?
 - How many Residents are projected?
 - How many Residency Staff require a private administrative office?
 - How many Residency Administrative Staff cubicles are required?

3.14

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3.14.5. SPACE CRITERIA:

NOTE: GP indicates that a guideplate exists for that particular Room Code.

RECEPTION AREAS

| | | | | | |
|--------------------------------|-------|-------|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|
| Clinic Waiting | WRC01 | 5.57 | 60 | Minimum. Provide three seats per each projected FTE provider. Provide 16 nsf for 95% of the seats and 25 nsf for 5% of the seats (handicapped waiting). Note: this space can be divided into separate isolation and well waiting areas. If divided, recommend providing 67% of space for a main waiting area. | Deleted: AreaWell waiting Deleted: 1 Deleted: 9.29 Deleted: Varies Deleted: 100 |
| Reception (GP) | RECP1 | 13.01 | 140 | Minimum. Provide 140 nsf for the first eight providers. Increase 60 nsf for each increment of four providers over the initial eight providers. Includes space for two technicians. When only one technician required, consolidate with adjacent department, where possible. | Deleted: 140 nsf per provider team when consolidated reception or one at 140 nsf per every 8 providers. |
| Patient Education Kiosk/Alcove | CLSC1 | 3.72 | 40 | One per clinic. | |
| Patient Education Cubicle | CLSC2 | 2.72 | 30 | Provide if in clinic concept of operations. Includes a computer workstation for patient self-assessment, printing educational brochures, etc. | Deleted: Include Deleted: 3.72 Deleted: 40 |
| Public Toilets | NA | NA | NA | Space will be provided in the Common Areas. See Section 6.1. | Deleted: Deleted: Department. |

PATIENT AREAS

| | | | | | |
|-------------------------------|-------|-------|-----|---------------------------------------------------------------------------------------------------------------------|------------------------------------|
| Adult Screening Room (GP) | EXRG4 | 7.43 | 80 | Minimum up to four projected FTE providers. One additional room for increment of four providers or portion thereof. | Deleted: One per each 4 providers. |
| Pediatric Screening Room (GP) | EXRG5 | 11.15 | 120 | One per each eight providers, for pediatric services provided. | |
| Provider's Exam Rooms (GP) | EXRG1 | 11.15 | 120 | Army - Two per projected FTE. (Also note resident examination rooms.) | |
| | EXRG2 | | | Navy. | |
| | EXRG3 | | | Air Force/VA. | |
| Treatment Room | TRGS1 | 14.86 | 160 | One per urology service. | |
| Dressing Room/Cubicle (GP) | DR001 | 4.65 | 50 | One cubicle per treatment room. | |
| Nephrology Renal Study | OPNR1 | 11.15 | 120 | One per urology service. | |
| Urodynamics Exam Room(GP) | EXUD1 | 14.86 | 160 | Minimum of one room. One room per every two projected FTE providers. | |
| Urodynamics Toilet (GP) | TLTU1 | 4.65 | 50 | One per each Urodynamics room. | |

3.14

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PATIENT AREAS (continued)

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|---------------------|-------|------|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Patient Toilet (GP) | TLTU1 | 4.65 | 50 | One if number of projected FTE providers is between three and eight. Provide two toilets if number of projected FTE providers is between nine and fifteen. Provide three toilets if number of projected FTE providers is sixteen or more with a maximum of three toilets. |
| Satellite Lab (GP) | LBSP1 | 9.29 | 100 | One drawing chair and small lab. If in clinic concept of operations. |

Deleted: Minimum, See section 6.1

Cystoscopy with fluoroscopy:

PATIENT AREAS (Cystoscopy)

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|--------------------------------|-------|-------|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Cystoscopic Radiology | XDCY1 | 40.88 | 440 | See formula at 3.14.6. Minus number of cystoscopy rooms with fluoroscopic and optional urodynamic capability in OR. Locate in one place only: either in OR Section 4.4 or in this section. Includes x-ray control booth. |
| Dressing Room/Cubicle (GP) | DR001 | 4.65 | 50 | One cubicle per service. |
| Cystoscopy Toilet (GP) | TLTU1 | 4.65 | 50 | One per cystoscopy room. |
| Sub-waiting | WRC01 | 7.43 | 80 | Minimum. Add 40 nsf for each cystoscopy room greater than one. |
| Recovery Room (GP) | RROP1 | 11.15 | 120 | Minimum (one bed). Add 120 nsf for each additional cystoscopy room greater than two. |
| Recovery Toilet (GP) | TLTU1 | 4.65 | 50 | One per recovery room. |
| Control and Observation (GP) | NSTA3 | 5.57 | 60 | One per recovery room. |
| Digital Radiology Reading Room | XVC01 | 11.15 | 120 | One when cystoscopy service offered. |
| Sterile Supply Room | ORCW1 | 9.29 | 100 | One per cystoscopy clinic. |
| Scrub Area (GP) | ORSA1 | 6.50 | 70 | Provide one sink per two cystoscopy rooms. |

Deleted: Per cubicle, one

3.14

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STAFF AND ADMINISTRATIVE AREAS

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|----------------------------------------------|--------------|--------------|------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|
| Provider Office (GP) | OFD01 | 11.15 | 120 | Army. One per <u>projected FTE staff provider</u> . (See also Residency Program section.) | Deleted: provider (FTE) programmed. |
| | OFD02 | | | Navy - One per projected FTE staff provider. (See also Residency Program section.) | |
| | OFD03 | | | Air Force/VA - One per projected FTE staff provider. (See also Residency Program section.) | |
| Nurse Manager Office | OFA01 | 11.15 | 120 | <u>Private office, Standard Furniture. One per projected FTE Nurse Manager.</u> | Deleted: Single |
| | OFA02 | | | <u>Private office, Systems Furniture. One per projected FTE Nurse Manager.</u> | Deleted: provider team. Deleted: Single |
| <u>Nurse Workroom</u> | <u>WRCH1</u> | <u>11.15</u> | <u>120</u> | <u>Army/Navy/VA. Minimum. Add 40 nsf for each projected FTE nurse above four.</u> | |
| | <u>OFA03</u> | <u>5.72</u> | <u>60</u> | <u>Air Force. Cubicle Systems Furniture. One per projected FTE Nurse.</u> | |
| NCOIC/LCPO/LPO/SMT Office | OFA01 | 11.15 | 120 | One per <u>clinic</u> . | Deleted: provider team. |
| | OFA02 | | | | |
| Administrative Personnel with Private Office | OFA01 | 11.15 | 120 | One per <u>projected FTE</u> requiring a private office. See Section 2.1. Some examples are Group Practice Manager, Nurse Educator, Health Care Integrator; any staff who interviews or counsels patients. | Deleted: assigned |
| | OFA02 | | | | Deleted: Refer to Deleted: p Deleted: p Deleted: o |
| Administrative Cubicle | OFA03 | 5.57 | 60 | <u>Per projected FTE requiring a dedicated workspace but not a private office. See Section 2.1.</u> | Deleted: System Furniture Cubicle, Per assigned FTE, see Section 2.1. Provide 60 nsf for each full time personnel who require office space. |
| Patient Records Area | FILE1 | <u>5.57</u> | <u>60</u> | One per clinic. | Deleted: 3.72 |
| Copy room | RPR01 | 9.29 | 100 | For Copier/Fax/Mailbox distribution. | |
| Forms/Literature Storage | SRS01 | <u>11.15</u> | <u>120</u> | One per clinic. | Deleted: 40 |
| <u>Conference Room (GP)</u> | <u>CRA01</u> | <u>23.23</u> | <u>250</u> | <u>Minimum use CRA01. One per department with less than eight officers or officer equivalents. For increase in size (CRA02 and CRA03) see Section 6.1.</u> | Deleted: Minimum, Increase as needed see section 2.1 |
| | <u>CRA02</u> | <u>27.87</u> | <u>300</u> | | |
| | <u>CRA03</u> | <u>37.16</u> | <u>400</u> | | |
| Staff Lounge (GP) | SL001 | 13.01 | 140 | Minimum. See Section 6.1 for increase in size. | Deleted: 9.29 |
| Personal Property <u>Lockers (GP)</u> | <u>LR001</u> | <u>1.86</u> | <u>20</u> | For staff without a dedicated office/cubicle space. See Section 6.1 for increase in size or for Changing Locker Room criteria. | Deleted: 100 |
| Staff Toilets <u>(GP)</u> | TLTU1 | 4.65 | 50 | <u>Minimum for total clinic staff of at least ten. See Section 6.1 for increase in size and for male/female breakdown.</u> | Deleted: . |
| | | | | | Deleted: Provide one if there are more than 15 FTE assigned. Add one TLTU1 For each 15 FTE or see section 6.1 for male/female breakdown. |

3.14

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CLINIC SUPPORT AREAS

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|----------------------------------------|--------------|-------------|-----------|------------------------------------------------------------------------------------------|
| Clean Utility (GP) | UCCL1 | 11.15 | 120 | For up to 6 <u>projected FTE</u> providers. |
| | | 13.94 | 150 | For 7 - 12 <u>projected FTE</u> providers. |
| | | 16.72 | 180 | For more than 12 <u>projected FTE</u> providers. |
| Soiled Utility (GP) | USCL1 | 8.36 | 90 | For up to 6 <u>projected FTE</u> providers. |
| | | 11.15 | 120 | If For 7 - 12 <u>projected FTE</u> providers. |
| | | 13.94 | 150 | For more than 12 <u>projected FTE</u> providers. |
| Litter/Wheelchair Storage | SRLW1 | 5.57 | 60 | One per clinic. |
| <u>Crash Cart Alcove</u> | <u>RCA01</u> | <u>1.86</u> | <u>20</u> | <u>One per clinic. Can be shared between several clinics if fully accessible to all.</u> |
| Equipment Storage | SRE01 | 9.29 | 100 | One per clinic. |
| Urology Laboratory | LBUR1 | 7.43 | 80 | One per clinic. |
| Scope Wash Room (GP) | USCL2 | 9.29 | 100 | One per clinic. |
| Equipment Storage and Maintenance Room | SRSE1 | 13.94 | 150 | One per clinic. |

Functions which are required for Residency Education in Urology:

The following areas must be programmed if the MTF has a Urology Residency Program. These areas are in addition to those listed under common areas above.

RESIDENCY PROGRAM

| | | | | |
|----------------------------------------|-------|-------|-----|-------------------------------------------------------------|
| Residency Program Director (GP) | OFD01 | 11.15 | 120 | <u>Army.</u> One per director of <u>residency program.</u> |
| | OFD02 | | | Navy. One per director of <u>residency program.</u> |
| | OFD03 | | | Air Force/VA. One per director of <u>residency program.</u> |
| Secretary with <u>Visitor Waiting.</u> | SEC01 | 11.15 | 120 | <u>One per projected FTE secretary.</u> |
| Private Office | OFA01 | 11.15 | 120 | One per projected FTE that requires a private office |
| | OFA02 | | | |
| Administrative Cubicle | OFA03 | 5.57 | 60 | Provide 60 nsf per projected FTE position. |
| Resident Cubicle | OFA03 | 5.57 | 60 | Minimum. <u>Per projected resident.</u> |
| Residency Library | LIBB1 | 13.01 | 140 | One per <u>residency program.</u> |

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Deleted: One per Director of a Family Practice Residency Program, if there is an assigned FTE

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3.14

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| RESIDENCY PROGRAM (Continued) | | | | |
|----------------------------------------------------|-------|-------|-----|-------------------------------------------------------------------------------------------------------------|
| Residency Conference Room (GP) | CRA01 | 23.23 | 250 | Minimum, one per residency program. For increase in size see Section 2.1. |
| Resident Exam Room (GP) | EXRG1 | 11.15 | 120 | Army. One per projected resident. Minus the two monitored exam rooms. |
| | EXRG2 | | | Navy. (See above planning range comments.) |
| | EXRG3 | | | Air Force/VA. (See above planning range comments.) |
| Monitored Exam Room - Subject & Observer Room (GP) | EXRG1 | 11.15 | 120 | Army - Provide two exam rooms per residency program, and one CMP02. These rooms use cameras and videotapes. |
| | EXRG2 | | | Navy - see above planning range comment. |
| | EXRG3 | | | Air Force/VA - see above planning range comment. |
| | CMP02 | 5.57 | 60 | One room can support two exam rooms. |
| Preceptor/Consult Room | OFDC1 | 11.15 | 120 | One per ten staff physicians per clinic concept of operations. |

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3.14.6.: FORMULAS:

Cystoscopic Room Requirements:

Cystoscopic Rooms = $\frac{(\text{annual urology visits}/52) \times 0.5}{0.6 \text{ proc per hr per room} \times 30 \text{ hr per wk}}$